

Library Board of Trustees
Shrewsbury Public Library
June 28,2005

Chairman George Strom called the June 28th meeting of the
Shrewsbury Board of Trustees to order at 7:05PM

Trustees Present: Barbara Carpenter
Carl Larson
Kevin McKenna
Rosemary Rennie
Fran Whitney

Trustees Absent: Joan Barry
Alice Canty

Approval of Minutes: Motion to accept the minutes of the May
24th meeting- Fran Whitney
Second- Kevin McKenna
All in favor

Approval of Library Director's report: Motion to accept the
Library Director's report- Rosemary Rennie
Second- Carol Cullen
All in favor

Budget & Finance

FY06 Budget: Ellen reported that layoff notices had been
given to two (2) part time employees. She is revising purchasing
options, and is working on reduction of cleaning contract.

The Town Manager is thinking ahead to 2007 budget and has
requested that there be no deficits to carry over.

Fy05 Budget to date: Ellen reported that all accounts are being
closed out for the end of the year.

State Budget: Conference committee Status shows increases in all accounts for Libraries. Representative Polito has sent a letter to the conference Committee voicing support for Library funding. Senator Augustus has communicated with the MBLC supporting our Grant application.

Building Project Planning: Ellen reported that there is \$11,113,93 left in the Planning Budget. The MBLC has revised their grant award calculation if approved we would receive \$3,478,000.00 Ted and Maureen Coghlin are hosting an informational meeting for neighbors on July 13th from 7:00 to 8:30Pm. Ellen requested the use of some State Aid monies to purchase refreshments. Motion to allow Ellen to purchase refreshments- Fran Whitney
Second- Carl Cullen
All in favor

An Informational Open House will be held on September 25th after the spirit of Shrewsbury Parade. Ellen will have signs made to advertise this.

Communication with Patience Jackson regarding grant review architect. Ellen reported that she had spoken to Patience because of concerns that the review architect might not look favorably at our grant application. Patience assured her that she did not feel there would be a negative impact.

Parking: Ellen has had communications with the rear neighbors who did not want to pursue our purchase of land at this time. Ellen met with the head of the Credit Union who was very open to the building of a stairway from their lot to the Library Parking lot. The main concern was who would have liability for the area. Ellen communicated with the Town Manager who assured her that the Town would assume the Liability for the area.

Fundraising Committee: Ellen and George Brown will meet with Selectman DePalo after July 7th to begin to form a Committee.

Pr Committee Update: The goal is to complete a Cable program for showing in the Fall.

Banner: The Committee recommended that a banner be purchased to advertise our getting the Grant. Estimated cost would be \$800. Ellen has made arrangements with SELCO to hang the banner on July 11th and again in the Fall for the Spirit of Shrewsbury. Motion to expend the money to purchase a banner- Carol Cullen.

Second- Barbara Carpenter

All in favor

Building & Grounds: Ellen reported that the ceiling in the meeting room had been painted. She has spoken with Mr. Knipe regarding painting of Fire Lane. We would have to buy the Stencil. Ellen will check with School Department to see if they have a stencil that we could borrow. The directional lines in the parking lot will be painted when Mr. Knipe has men available.

Nine old framed prints were found in the basement, which Ellen will have appraised.

Request by a Girl Scout Troop to use the meeting room the first Tuesday of each month for meetings. Motion to approve the use of the meeting room by the Girl Scouts the first Tuesday of each month- Carol Cullen

Second – Kevin McKenna

All in favor

Technology: Content Café has been added to the PAC terminals. This allows the patron to see book covers and reviews of books. CWMARS is adding an overdrive for downloading of e-books and audio e-books to the database. This will be available in the future. Patron inquired about Wireless Internet access. She will be investigating cost and report back to Ellen.

Legislative: MAR Waivers are still around 45 to 50. A decision will be made in October. Ellen said she saw no reason why we should not get the waiver.

Policy: Meeting room Policy- Motion to accept the revised Meeting Room Policy-Kevin McKenna

Second- Fran Whitney

All in favor

Staff Meeting Policy- Motion to accept the Staff Meeting Policy- Barbara Carpenter

Second- Carol Cullen

All in favor

Teacher Card Policy- Motion to accept Teacher Card and Deposit Policy- Carol Cullen

Second- Fran Whitney

All in favor

Museum Pass Policy- Motion to accept revised Museum Pass Policy- Kevin McKenna

Second- Carol Cullen

All in favor

Gifts & Grants: Borgatti Trust use for Audio Books- decision put off until Fall.

Ellen reported a gift of \$1,500 from the Shrewsbury Grange.

Welcome Wagon donated \$400 to the Library. Ellen will use money for informational brochures to be given to people who get new cards.

Rotary Club- Ellen reported that the rotary Club has proposed having a Wine & Cheese fundraiser on Saturday September 24th. The Library and the schools would each receive half of the profit made at this event. They would like volunteers from the trustees to help man booths for the event. Motion to go forward with this event- Carol Cullen

Second- Kevin McKenna
All in favor

Personnel- Head of Tech Services Position- Ellen reported that she, George Brown, Nancy Colby and a member of the Tech Staff are conducting interviews. They hope to have a decision by July. The circulation Aide Position will be posted after July 1st. Ellen asked how the Trustees wanted to handle her six-month review, which will occur in August. It was decided the George Strom would conduct phone evaluations with each of the Trustees and report back to Ellen.

Programs & Services: Ellen reported a slight error in the Calendar. December 24th is a Saturday.

Miscellaneous: July 8th is the Cookout sponsored by the Friends.
August 24th the Friends will sponsor a Family concert.

The Library Website continues to receive the most visits.

Next Meeting- September 30th at 7:00PM. Barbara will schedule the rest of the meetings for the year.

Motion to adjourn- Carol Cullen
Second- Rosemary Rennie
All in favor

Meeting adjourned 8:35 PM
Submitted by Barbara Carpenter

